



CITY OF ATLANTA

Job Announcement

FINANCIAL MANAGER

STARTING SALARY RANGE: \$48,206 - \$70,379

SALARY GRADE: 25

Applications Accepted From: AUG 29, 2005 until SEPT 9, 2005

THE DEPT. OF HUMAN RESOURCES WILL BE CLOSED ON MONDAY, SEPT 5, 2005 IN OBSERVANCE OF LABOR DAY.

Minimum Job Requirements*

Bachelor's degree in Accounting, Finance or Business/Public Administration required; **and** four years of progressively responsible experience in financial analysis, financial management or fiscal control; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job. Supervisory experience preferred.

Duties of the Job

The purpose of this job is to perform supervisory and complex financial and research analyses for a division, office or program in the Department of Public Works. Duties include, but are not limited to: supervising staff; coordinating workflow; preparing reports; performing financial analysis; compiling reviews; and training financial personnel.

To Apply For This Position

Applications will be accepted weekdays during the hours 8:30 a.m. - 4:30 p.m., Monday through Friday

Apply at: Department of Human Resources, 68 Mitchell Street S.W., Suite 2107 Atlanta, GA 30303

Phone: (404) 330-6369 www.atlantaga.gov FAX: (404) 658-6157

Affirmative Action/Equal Opportunity Employer

The City of Atlanta is an Equal Opportunity Employer and does not discriminate on the basis of Race, Sex, Age, National Origin, Religion, Sexual Orientation or Physical/Mental Disability (Except where physical requirements constitute a bona fide occupational qualification.)

THE HIRING AUTHORITY WILL CONTACT ONLY THOSE APPLICANTS WHO'S QUALIFICATIONS THEY DEEM MOST COMMENSURATE WITH THE POSITION. LETTERS WILL NOT BE MAILED TO INDIVIDUAL JOB APPLICANTS.

*The examination for this position will consist of an evaluation of applicant training and experience. Any offer of employment is contingent upon the successful completion of a background investigation, verification of qualifications, drug screen and physical examination.